



Information Technology Specialist 4 Vehicles Services - Administration Olympia, Washington

Compensation: Range 58 \$3,846 – \$4,924/mo (DOQ)

Closing Date: Open Until Filled

Note: This recruitment will be open until filled. The hiring authority reserves the right and may exercise the option to make a hiring decision at any time. ***It will be to the applicant's advantage to submit materials as soon as possible.***

Mission & Vision

The Department of Licensing (DOL) is an agency that protects the public safety and welfare in all areas we license and regulate, and ensures the fair, timely and efficient collection of state revenue. We are surprisingly innovative, setting new standards of excellence in customer service, consumer protection and public safety. Nearly every Washington State resident interacts with DOL in some way through driver licensing, vehicle or vessel tabs, or for professional business licenses. The Department of Licensing employs more than 1,200 people in over 60 locations statewide. To learn more about our agency, please visit our website at www.dol.wa.gov.

Position Objectives & Responsibilities

This position serves as Vehicle Services Lead Technical Analyst for analysis, consulting, design, development, Quality Assurance Testing, maintenance and support for statewide computer applications of multiple vehicle, vessel, fleet, disabled person privilege, inventory, parking ticket databases, PC applications, Vehicle Headquarters System, Vehicle Field System (186 statewide office locations), Internet Applications and Sequel Server database and the verification of the distribution of funds of more than nine hundred million dollars per biennium.

The ITS4 also serves as a technical mentor to other technical staff, and will have the opportunity to serve as a project business lead for various technology and infrastructure enhancement projects as they pertain to the server application computing environment.

Desired Competencies-

The ideal candidate will:

- Accept personal responsibility for the quality and timeliness of work and can be relied upon to achieve excellent results with little need for oversight.
- Earn the trust, respect, and confidence of coworkers and customers through consistent honesty, forthrightness and professionalism in all interactions.
- Actively contribute to a work environment that embraces diversity and uses diverse perspectives to enhance the attainment of organizational goals.
- Possess the ability to effectively communicate with a diverse clientele, internal and external to the organization;
- Handle confidential information accordingly;
- Manage the details of multiple projects through strong organizational skills and follow-through on assignments;
- Possess effective written and verbal communication skills;
- Willing to travel

Required Experience

- Four years of information technology experience such as analyzing, designing, installing, programming and/or maintaining computer software applications, hardware,

telecommunications, or network infrastructure equipment or providing customer or technical support in information technology.

- Combinations of education and experience may substitute year for year for the four years experience requested.

Compensation

This position is in general government service. Starting monthly compensation is \$3,846 – \$4,924/mo depending upon qualifications. We offer a solid benefits package that includes a state retirement plan, deferred compensation, 11 paid holidays, paid vacation and sick leave, and a full array of health, dental, life, and long-term disability insurance coverage. This position is in a collective bargaining unit and as a condition of employment you will be required to become a union member or pay a fee as outlined in the Master Agreement.

Application Procedure

E-mail is the preferred method of application and will be used as the primary method of communication throughout this process.

E-mail application materials to HRrecruit@dol.wa.gov with a subject line of *06-89G ITS4*.

All requested materials must be submitted.

- A letter of interest (no more than two pages) describing your skills and experience as they relate to the Desired Competencies and Required Experience outlined in this announcement;
- A Washington State Job Application;
- A list of three professional references, including one supervisor, one peer, and one customer, with current telephone numbers and addresses.

Note: The act of submitting application materials is considered affirmation that the information provided is complete and truthful. Prior to any new appointment into DOL, a background check will be conducted.

The certified candidate pool for this position may be used to fill other similar positions for up to 6 months after the certification date.

If e-mail is not possible, please mail materials to:

Human Resources Office

Attn: 06-89G ITS4

Department of Licensing

PO Box 6007

Olympia, Washington 98507-6007

Persons with a disability who need assistance in the application process or those needing this announcement in an alternate format may call (360) 664-1510 or TTY (360) 664-9492. The Washington State Department of Licensing is an equal opportunity employer and encourages all qualified persons including disabled and Vietnam era veterans, women, racial and ethnic minorities, people with disabilities and persons over 40 years of age to apply.